

# GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS

Board Meeting: June 30, 2004

Minutes Approved by Board on September 13, 2004

A meeting of the Georgia State Board of Landscape Architects was held on Wednesday, June 30, 2004, at the Office of the Division Director, Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia.

## The following Board Members were present:

Michael W. Breedlove, Chairman  
Jaydee Atkins Ager, Consumer Member  
Lynn Pierson, Landscape Architect

## Others present were:

Gwyn H. Ridley, Executive Director  
Virginia Hudson, Applications Specialist  
Marie S. Urquhart, Board Secretary  
Jackie Turner, Investigations Section  
Craig Fluck, Examination Consultant, Examination Section

Chairman Breedlove established that a quorum was present at 9:45 a.m. and called the meeting to order.

The Board held a public hearing at 9:50 a.m. regarding adoption of the proposed amendments to Rule 310-2-.01; Rule 310-2-.03; and Rule 310-4-.04 of the Georgia State Board of Landscape Architects. No written comments were received and no interested parties attended the hearing. The public hearing was adjourned at 9:55 a.m. The Board meeting was reconvened at 9:55 a.m. by Chairman Breedlove. Ms. Pierson made a motion to adopt the proposed amendments to Rules 310-2-.01; 310-2-.03; and 310-4-.04. Ms. Ager seconded the motion. Members Breedlove, Pierson, and Ager voted to adopt the rules as posted. (See Attachment #1.)

Ms. Ager made a motion to **approve** the minutes of the March 31, 2004 Board meeting and the May 26, 2004 Teleconference Meeting. Ms. Pierson seconded the motion. The motion carried unanimously.

Ms. Ager made a motion to enter into **Executive Session**, in accordance with O.C.G.A. 43-1-2 (k) and 43-1-19 (h) to deliberate on applications, investigations and to receive investigative reports. Ms. Pierson seconded the motion. Voting in favor of the motion were those members present who included Board members Breedlove, Ager, and Pierson. The Board concluded **Executive Session** in order to act on these matters and to continue with the public session.

## **Applications:**

Ms. Hudson presented the following Landscape Architect applications for the Board's review. Ms. Ager made a motion to **approve** the following applications for examination and reinstatement that met certification requirements. Ms. Pierson seconded the motion. The motion carried unanimously.

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**Examination:**

The following applicant was **approved** to take the L.A.R.E.:

James L. Patterson, Jr.

**Reinstatement License:**

The following applicant was **approved** for reinstatement of an expired license:

Kim A. Kauffman      #LA001074

The following applicant was **disapproved** for reinstatement of an expired license:

Becky Betts Morris      #LA000509

**Investigative Report:**

The Board heard a report from the Enforcement Section and the committee. Mr. Breedlove made a motion to approve the committee's recommendations. Ms. Ager seconded the motion. The motion carried unanimously.

**LA0113:** Close the case.

**LA040004:** A Voluntary Cease and Desist Order is to be served.

**Examination Report:**

The Board heard a report from the Examination Section and reviewed test questions. An exam development workshop is being planned for Landscape Architects to update the item bank and Exam Content Outline. The Board requested Subject Matter Experts to assist in the process. The Board also discussed the Laser Grade Centers where the computer based examinations will be held.

**Executive Director's Report:**

Ms. Ridley updated the board on the following items:

- Discussed the time line effective date of the rules revision.
- Budget travel request has been made for one (1) Board member to attend regional or national conference.
- Number of licensees increased from last year to a current total of 732.
- Conveyed information from the Engineer's Board.

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An article in “Southern Living” on Ms. Jaydee Ager was reviewed by the Board. Mr. Breedlove requested the minutes reflect the Board’s thanks for the leadership and appreciation for the job Ms. Ager has done.

The Board reviewed and approved the following list of Landscape Architects licensed since the last review:

License Number	Name	License Date	License Method
LA001320	Donald G. Wishart	09/15/2003	Examination
LA001321	John Pierce Brewster, Jr.	10/03/2003	Examination
LA001322	James Philip Cannon	10/03/2003	Examination
LA001323	Mollie McKay Childs	10/03/2003	Examination
LA001324	Brian D. Deriso	10/03/2003	Examination
LA001325	M. Reginald Dill, Jr.	10/03/2003	Examination
LA001326	Shauna Godlevsky	10/03/2003	Examination
LA001327	Shane Quenton Griffin	10/03/2003	Examination
LA001328	Ryan P. Hart	10/03/2003	Examination
LA001329	William D. Hoban	10/03/2003	Examination
LA001330	Leigh Anne Holden	10/03/2003	Examination
LA001331	Bret Donald Jefferson	10/03/2003	Examination
LA001332	Kevin Michael Kirsche	10/03/2003	Examination
LA001333	Stacey Pittman Longshore	10/03/2003	Examination
LA001334	Fred Alexander Maddox	10/03/2003	Examination
LA001335	Daniel Thomas Mason	10/03/2003	Examination
LA001336	Chris S. McCrary	10/03/2003	Examination
LA001337	Myles William Montgomery	10/03/2003	Examination
LA001338	Robert B. Parker	10/03/2003	Examination
LA001339	Laura McComb Sanchez	10/03/2003	Examination
LA001340	Christopher C. Sears	10/03/2003	Examination
LA001341	Ryan Patrick Thompson	10/03/2003	Examination
LA001342	Jeffery A. Walker	10/03/2003	Examination
LA001343	Heatherbelle Weitz	10/03/2003	Examination
LA001344	Shaun G. Foley	10/15/2003	Examination
LA001345	Tyler W. Ahrens	10/22/2003	Examination
LA001346	Jason Kyle Gregory	11/26/2003	Examination
LA001347	Meilin Ester Ehlke	12/05/2003	Examination
LA001348	Jeffrey David Heinze	02/18/2004	Reciprocity – MS
LA001349	Phillip Ervin Hobbs	02/18/2004	Reciprocity – NC
LA001350	William C. McLellan	02/18/2004	Reciprocity – OH
LA001351	Keith D. Thieme	02/18/2004	Reciprocity – TX
LA001352	William Stephen Busch, III	03/05/2004	Examination
LA001353	David Scott Douglas	03/05/2004	Examination
LA001354	Eric Harold King	03/05/2004	Examination
LA001355	Scott Morgan Lewis	03/05/2004	Examination

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LA001356	Arthur Hunter Marks, III	03/05/2004	Examination
LA001357	Christopher Michael Prescott	03/05/2004	Examination
LA001358	James Hoyt Wansley, Jr.	03/05/2004	Examination
LA001359	Adam Heath Williamson	03/05/2004	Examination
LA001360	Paul Morgan Laseter	03/18/2004	Examination

The Board reviewed and approved the following list of Landscape Architects reinstated since the last review:

John Mark Addington  
Douglas Niven Arnold  
Mack R. Cain  
David John Knowles  
Susan Bigbie Loftis  
Henry Mabbett Matthews, III  
David James Patterson

The Board reviewed and approved the following Landscape Architect Temporary Permit issued since the last review:

License Number	Name	Issue Date
LA-T000007	Molly M. Davis	04/22/2004

There was no further business and the meeting was adjourned at 11:40 a.m.

Marie S. Urquhart

Recorded by Board Secretary

Gwyn H. Ridley

Reviewed by Executive Director

Michael W. Breedlove

Chairman  
Landscape Architects

Mollie L. Fleeman

Mollie L. Fleeman  
Division Director

**GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS**

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Attachment #1

June 30, 2004

Landscape Architects Board Minutes

**SYNOPSIS OF PROPOSED REVISIONS TO THE  
GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS RULES FOR  
APPLICATIONS -EXAMINATIONS, CHAPTER 310-2**

**RULES 310-2-.01, APPLICATIONS AND RULE 310-2-.03, EXAMINATIONS**

Purpose: Addresses applications for licensure and applications for examinations.

Main Features: Informs the applicant that he/she must obtain written Board approval in order to take any portion of the examination.

**TABLE OF CONTENTS**

**310-2-.01 Applications**

**310-2-.03 Examinations. Amended.**

**DIFFERENCES BETWEEN THE EXISTING RULE AND THE PROPOSED  
AMENDMENTS TO THE  
GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS APPLICATIONS-  
EXAMINATIONS**

[Note: underlined text is proposed to be added; lined-through text is proposed to be deleted.]

**310-2-.01 Applications.**

(1) An application for registration for the Landscape Architect examination shall be submitted on a form provided by the Board and may be received at any time during regular business hours at the office of the Board. The deadlines for submission of applications to the Board office are:

June examination: March 1<sup>st</sup> for first-time applicants;  
March 15<sup>th</sup> for re-exam applicants.

December examination: September 1<sup>st</sup> for first-time applicants;  
September 30<sup>th</sup> for re-exam applicants.

**(a) Each applicant sitting for the examination must obtain written approval from the Board prior to taking any portion (written and/or computer based) of any examination offering that occurs at any time during the year.**

(2) An examination fee shall accompany the application.

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(3) All portions of the application must be completed and the Board reserves the right to require the applicant to furnish proof of the statements made therein. Failure to supply additional evidence within the dates prescribed by the Board, or failure to appear before the Board, if requested, may be considered just and sufficient cause for disapproval of the application.

(4) The Board reserves the right to retain any and all documents submitted.

(5) The Board may require evidence to support the adequacy of the training required. Successive periods of employment of less than 10 weeks may not be considered as part of a training described on the application.

(6) In order to be acceptable to the Board, the 18 months of training required in O.C.G.A. 43-23-7 as a prerequisite for the examination must be in the actual practice of landscape architecture under the direct supervision of a registered landscape architect, registered architect, professional engineer, or registered land surveyor. Exceptions to the supervision requirements provided for in this paragraph will be considered by the Board on a case by case basis. It is the applicant's responsibility to provide adequate documentation to show evidence of having met the training requirement provided for in this paragraph.

(7) Applicants who hold a Master of Landscape Architecture degree or a Master of Science degree in landscape architecture but who do not hold a Bachelor of Landscape Architecture degree or a Bachelor of Science degree in landscape architecture, must complete the training requirements provided for in O.C.G.A. 43-23-7 as a prerequisite for the examination.

(8) The Board will provide reasonable accommodation to a qualified applicant with a disability in accordance with the Americans With Disabilities Act. The request for an accommodation by an individual with a disability must be made in writing and received in the Board office by the application deadline along with appropriate documentation, as indicated in the Request for Disability Accommodation Guidelines.

Authority: O.C.G.A. §§ 43-1-2(j), 43-23-6, and 43-23-7(a)(e)

**310-2-.03 Examinations. Amended.**

(1) Examinations shall be those examinations prepared by the Council of Landscape Architectural Registration Boards (CLARB) and an examination prepared by or on behalf of the Georgia State Board of Landscape Architects covering information related to the practice of landscape architecture in the State of Georgia.

**(2) The "Landscape Architectural Registration Examination (LARE)" and the "Georgia Component" shall be the examination provided for in O.C.G.A. 43-23-7. (c).**

**(3) Each applicant sitting for the examination must obtain written approval from the Board prior to taking any portion (written and/or computer based) of any examination offering that occurs at any time during the year.**

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**(4) The examination format may be administered via computer-based and/or written and graphic portions as determined by the Board.**

**(5) The Examination may consist of the following six (6) sections:**

**(a) Legal and Administrative Aspects of Practice**

**(b) Analytical Aspects of Practice**

**(c) Planning and Site Design**

**(d) Structural Considerations and Materials and Methods of Construction**

**(e) Grading, Drainage and Storm water Management**

**(f) Georgia Component – Georgia Laws, Rules, Regulations and Ecosystem of Georgia Preservation, Protection, Enhancement and Modification**

**(6) The six (6) sections of the examination may cover, but not be limited to, the following topics:**

**(a) Environmental systems and principles**

**(b) Life safety and security principles**

**(c) Plant materials**

**(d) Planning and design principles**

**(e) Architectural principles**

**(f) Engineering principals**

**(g) Structural considerations**

**(h) Geology and soil science**

**(i) Principles of grading and drainage and system design**

**(j) Erosion, sedimentation and pollution control**

**(k) Drafting, surveying, and mapping principles**

**(l) Assessing existing and built characteristics of sites, areas and regions**

**(m) Construction details, methods and techniques**

**(n) Water issues, including use, quality, quantity**

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**(o) Irrigation systems**

**(p) Ethical standards for professional practice**

**(7) The applicant is required to pass all portions of the examination.**

~~(2)~~ **(8)** ~~The written examination~~ **Georgia Component prepared by or on behalf of the Board** shall be given at least once each calendar year. The date, time, and place of the examination shall be determined by the Board.

~~(3)~~ **(9)** The minimum passing score of each part of the examination ~~prepared~~ shall be established by the Board **with a recommendation from CLARB and the Professional Licensing Boards Examination Division.**

~~(4)~~ **(10)** An applicant receiving a passing grade on one or more subjects on the examination shall be given credit for those subjects passed.

~~(5)~~ **(11)** All applicants shall be notified in writing of the results of the examination.

O.C.G.A. §§ 43-1-2 and 43-23-7



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**SYNOPSIS OF PROPOSED REVISIONS TO THE**  
**GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS RULES FOR**  
**REGISTRATION, CHAPTER 310-4**

**RULE 310-4-.04, REINSTATEMENT**

Purpose: Addresses topic of reinstatement.

Main Features: Includes one change to correct a clerical error by substituting the word *application* for *applicant*.

**DIFFERENCES BETWEEN THE EXISTING RULE AND THE PROPOSED AMENDMENT  
TO THE GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS**

[Note: underlined text is proposed to be added; lined-through text is proposed to be deleted.]

**310-4-.04 Reinstatement.**

(1) Registrations not renewed in accordance with 310-4-.02 and 310-4-.03 above shall not be subject to renewal, provided, however, that the holder thereof may apply for reinstatement.

(2) An ~~applicant~~ application for reinstatement shall be accompanied by:

- (a) A reinstatement fee; and
- (b) Evidence, satisfactory to the Board, of completion of continuing education as specified below:

1. Six (6) hours of continuing professional education described in Chapter 310-9 for each year or fraction thereof since the last renewal of the applicant's registration, up to a maximum of 24 continuing education hours.

2. In order to be satisfactory, at least twelve (12) of the hours required for reinstatement must have been completed during the two-year period immediately preceding the date of application for reinstatement.

3. The hours required for reinstatement, which are earned within 24 months prior to expiration of the reinstated certificate of registration, may be counted towards fulfilling the continuing education requirements to biennially renew that certificate of registration.

O.C.G.A. §§ 43-23-6, 43-23-8, 43-23-7.1

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**Attachment**

**STATE OF GEORGIA**

**COUNTY OF BIBB**

**AFFIDAVIT SUPPORTING CLOSING  
OF PUBLIC MEETING**

The Georgia Open Meetings Act, O.C.G.A. § 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specific exceptions relied upon. O.C.G.A. § 50-14-4(b). A copy of this affidavit must be filed with the minutes of the meeting in question.

Comes now Michael W. Breedlove, the presiding officer identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

1. I am the presiding officer of the GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS.
2. I am over the age of 18 and in all over aspects competent to make this sworn statement. I acknowledge that I am giving this statement under oath and penalty of perjury and that I have read the contents of this affidavit prior to signing it.
3. On June 30, 2004 this entity, which is subject to the Open Meetings Act, met. A majority of the quorum of the members present voted to close the meeting or a portion thereof for the following indicated reason(s). I hereby certify that during the closed portion of the meeting, only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons I have described in detail below meet the requirements for closing this public meeting.

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4. The legal authority for the closure of this meeting was:

OCGA 43-1-2 (k); 43-1-19(h)

5. The subject(s) discussed and the underlying facts supporting the closing of this meeting are:

RECEIPT OF AND DELIBERATIONS REGARDING APPLICATIONS
AND APPLICATION INFORMATION AND DELIBERATIONS
REGARDING INVESTIGATIONS AND ENFORCEMENT MATTERS;
RECEIPT OF THE RESULTS OF INVESTIGATIONS.

FURTHER THE AFFIANT SAYETH NOT.

Michael W. Breedlove  
PRESIDING OFFICER

SWORN AND SUBSCRIBED BEFORE ME

This 30th day of June , 2004

Marie S. Urquhart  
Notary Public